



Pre-Registration Form 2008-2009 School Year

A \$50 non-refundable deposit per family must be returned with your pre-registration form.

Parent/Guardian Information

Parent/Guardian Name(s) _____

Address _____

City _____ State _____ Zip _____

Parish _____ Home Phone (_____) _____

Father/Guardian Employer _____

Work Phone (_____) _____ Cell Phone (_____) _____

Email _____

Mother/Guardian Employer _____

Work Phone (_____) _____ Cell Phone (_____) _____

Email _____

Enrollment Type: Parish Sponsored Catholic from a non-OCS Parish Non-Parished Sponsored

We did not have a child enrolled in the Owensboro Catholic Schools 2007-2008. A new family to the Owensboro Catholic Schools will receive a \$250 New Family Tuition Grant.

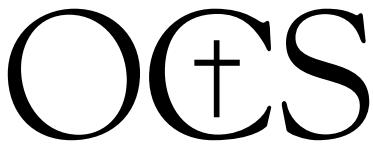
Student Information

- Please list the students in your family who will be attending OCS in the fall of 2008 and the grade they will enter. Please refer to Kindergarten with KN and Kindergarten Transition with KT.
- To help plan bus routes, please check if your child will ride the bus in the morning and/or the afternoon. (If the bus will pick up or deliver somewhere other than your home, or if you have other busing considerations, please explain on another sheet.)

Student Name	Birth Date	2008-09 Grade	K-6 Extended Day Program (After-School)			
			Morning Bus	Afternoon Bus	Three or more days per week	Two days per week or less
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Elementary Extended Day Program (After-School): Detailed information about the Extended Day Program is available from the elementary schools. If you have students in grades K-6 and plan to enroll children in the Extended Day Program, please check the appropriate box above next to the children you plan to enroll. Priority will be given to full-time users (three or more days per week). Occasional care (two days per week or less) will be provided on a daily basis if space is available. If you checked "Two days per week or less", please check the days you would like to use the service: **Monday** **Tuesday** **Wednesday** **Thursday** **Friday**

Please complete **both sides** and return with your \$50 non-refundable deposit to any OCS school site or to the OCS Central Office located at 1524 W Parrish Ave, Owensboro, KY 42301.



Owensboro Catholic Schools

Owensboro Catholic Schools share in the mission of the Church in cooperation with families to provide a religious and academic education, which prepares students to become responsible members of the family, Church and community.

K-3 Campus

4017 Frederica Street
Owensboro, KY 42301
270-684-7583

www.owensborocatholic.org/schools/k-3

4-6 Campus

525 East 23rd Street
Owensboro, KY 42303
270-683-6989

www.owensborocatholic.org/schools/4-6

Owensboro Catholic Middle School

2540 Christie Place
Owensboro, KY 42301
270-683-0480

www.owensborocatholic.org/schools/ocms

Owensboro Catholic High School

1524 West Parrish Avenue
Owensboro, KY 42301
270-684-3215

www.owensborocatholic.org/schools/ochs

OCS Central Office

1524 West Parrish Avenue
Owensboro, KY 42301
270-686-8896

www.owensborocatholic.org

SCRIP SUCCES\$ Office

270-852-8033

Tuition Payment Plan

In accordance with Owensboro Catholic Schools (OCS) Tuition Policy, all families are required to make tuition payments according to one of the following payment options. Each family's preferred manner of payment must be submitted each year at the time of pre-registration.

Owensboro Catholic Schools has contracted with FACTS Management Company to provide families with automatic payment deduction plans from their checking or savings accounts. Payments via FACTS begin in June and can be deducted monthly, quarterly or semi-annually. Contact OCS (686-8896) for more information.

Please check one box.

- I will pay my balance before Registration, less a 3% discount. (The discount is calculated on the balance due after PSAS award.) If full payment is not received by registration, I will complete a FACTS agreement.
- Please renew my existing FACTS agreement using the same bank account and payment schedule, but change the withdrawal amount to reflect my 2008-2009 tuition and PSAS award. FACTS will send a letter confirming the amount and schedule.
- I have attached a new or revised FACTS Automatic Tuition Payment Agreement. (Forms can be picked up at any school site or Central Office.)
FACTS Agreement Number _____
- I have called FACTS to arrange credit card payments. (There is a \$2.50 per \$100 convenience fee for this arrangement.)
- I am an OCS employee and will pay tuition using payroll deduction.

As a condition of registration, each parish-sponsored family also agrees to generate at least \$160 in profit through the SCRIP program during the school year, or to buy out of the SCRIP program by paying this amount. This profit or buy out is in addition to the tuition rates. At the end of the year, families who have not reached the \$160 goal will be billed for the difference. Once the goal is met, then 75% of SCRIP profit above the \$160 goal can be applied toward a family's tuition.

Signature

Date

For Office Use Only

Registration Fee Received _____ Check No. _____ Cash _____

Principal/Secretary _____ Date _____

FACTS No. _____ Family Code _____

Faith
IN EDUCATION



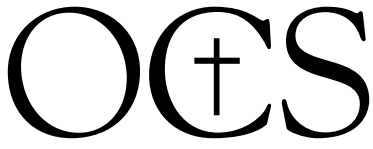
Pre-Registration Information 2008-2009 School Year

Parent/Guardian Information

- **Pre-Registration is March 17-21.** A \$50.00 non-refundable deposit per family must be submitted with your Pre-Registration Form. If your Pre-Registration Form is received by March 21, this deposit will be applied toward your 2008-2009 tuition. After March 21, this \$50 is a late registration charge and will not be applied toward tuition.
- According to the Owensboro Catholic Schools (OCS) Tuition Policy, all families are expected to choose a payment plan for the next school year at the time of pre-registration.
- Families may pre-register at a school site or mail this form with the \$50 deposit to the Central Office.
- Families transferring into OCS (grades 1-6) should contact the school site to arrange for transfer of records. Families transferring into OCS (grades 7-12) should contact the school site about admission procedures.
- Forms will be date stamped when they are received. Families are strongly encouraged to pre-register if they plan to enroll next year, as staffing and hiring decisions are made based on pre-registration figures.
- Families who register after March 21 will be accepted on a space-available basis and may be placed on a waiting list. Space availability will be determined after completion of pre-registration.
- Copies of the OCS Tuition Policy are available from the Central Office and is available online at www.owensborocatholic.org/about_us/Bylaws_and_Policies. The policy states that all families must be current in their payment of tuition:
 - August 1 - In order to be admitted on the first day of school.
 - December 20 - In order to be readmitted in January.
 - April 20 - To receive report cards and permanent records, and for seniors to receive caps and gowns and be allowed to graduate on stage.
- Student records will not be released until all financial obligations are settled.
- High school book fees are billed separately by the high school and are not included in the tuition rates.
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- Owensboro Catholic Schools utilize needs-based financial assistance. OCS has contracted with Private Schools Aid Service (PSAS) to determine how the financial aid will be distributed. More than \$775,000 in tuition assistance will be awarded through PSAS.
- Less tuition assistance may be available for forms filed after February 15th.
- Families who file the PSAS application by February 15 will be notified of their award amount approximately by March 15.
- Families who file the PSAS application by April 15 will be notified of their award amount approximately by May 15.
- Families who file the PSAS application by July 1 will be notified of their award amount approximately by July 15. After that, families who file the PSAS applications received by the 1st of the following months will be notified of their award approximately by the 15th of that month. New families registering throughout the course of the school year will have the opportunity to file for financial assistance. After December 1, 2008, only appeals for extraordinary circumstances will be accepted.

For the sake of your family's security and peace of mind and for the general financial stability of our school, we encourage parents or guardians to contact the OCS Central Office as soon as possible when they are experiencing economic difficulties. We will work out arrangements with families on an individual basis.



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Checklist

Below is a checklist for registration. These forms are due to the appropriate school office by the start of the 2008-2009 school year.

Incoming Kindergarten Students

- Baptismal Certificate
- Birth Certificate - original - the school secretary will make a copy for the school file.
- Social Security Card - original - the school secretary will make a copy for the school file.
- Kentucky Medical Examination Form - This physical may be obtained anytime within one (1) year prior to entry into kindergarten.
- Kentucky Eye Examination Form - This exam may be obtained anytime within one (1) year prior to entry into kindergarten.
- Kentucky Immunization Form

Incoming New Students (Incoming grades 1-12)

- Baptismal Certificate
- Student records from previous school (Requested by OCS)

Incoming 6th Grade Students

- State law requires that your child have a second medical examination before entering sixth grade in the fall. This physical may be obtained anytime within one (1) year prior to entry into sixth grade.

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- Students are required to have a TD Booster at age 11 or 5 years after their last DTP.

Athletic Physicals

- The Kentucky High School Athletic Association form is available in most physicians' offices and on the OCS website. The form must be turned into the school office before the student participates on any athletic team sponsored by the Owensboro Catholic Schools. The sports physicals are good for one year and are separate-and-in-addition-to any other required documents.

Each parish sponsored family is required to turn in a parish voucher from their parish priest. These vouchers are available before the registration in July.

Registration for the 2008-2009 school year will be finalized on Tuesday, July 29. Every family is required to register their family on this date in the small gymnasium at Owensboro Catholic High School.

For Your Records

Pre-Registration Form Sent in _____ Check # _____